



TRAFFIC SAFETY AND PARKING COMMITTEE MINUTES

Wednesday, June 3, 2009 - 7:00 pm

San Bruno City Hall
567 El Camino Real
San Bruno, CA 94066

MINUTES

1. ADMINISTRATIVE ACTIONS -

A. ROLL CALL

<u>TSPC Members:</u>	<u>Present</u>	<u>Absent</u>
(Chair) Mark Howard		X
Eric Wood (Vice-Chair)	X	
Tom Hamilton	X	
Doris Maez	X	
Sol Weiner	X	

Staff in Attendance:

Klara Fabry, Public Services Director
Steve Davis, Public Works Department
Matt Campi, Police Department
Rico Medina, City Council Liaison

Public in Attendance Total: 0

Klara Fabry stated that Traffic Engineer Frans Lind is currently on vacation leave until July 1 and will officially retire from the City at that time. Steve Davis will step in as the staff support for the TSPC. Sol Weiner wanted to commend Frans for his hard work. Doris Maez complimented his thoroughness and Eric Wood stated his help made the Committee's job easier. Eric Wood stated the Committee would draft a letter to Frans thanking him for his assistance.

2. REVIEW OF AGENDA

Agenda approved as submitted.

3. APPROVAL OF MINUTES

Doris Maez noted on page 4 of 6, paragraph 7, the sentence "Mark Howard asked the net number of parking spaces" should read, "Mark Howard asked what is the net number of parking spaces". Approval of the minutes as amended for the May 6, 2009 meeting made by Tom Hamilton, second by Doris Maez. (M/Hamilton, S/Maez: 4-0-0) Approved.

4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

5. REGULAR BUSINESS

- A. Establishment of Goals and Criteria for Evaluating Parking Restrictions: Red Curb/No Parking Zone, Yellow Curb/Loading Zone, Blue Curb/Disabled Parking, Green Curb/20-Minute Parking Zone, Restricted Tall Vehicle Parking Zone, Auto Repair District/12-Hour Parking Zone

Steve Davis introduced the issue of establishing parking restriction guidelines. The City currently has a list of 12 parking restriction requests on backlog and of those, five have previously been reviewed by the TSPC. As staff was reviewing these issues, the idea was introduced of establishing some sort of criteria for these frequently requested parking changes that would help staff, the TSPC and the City Council set some policies to better manage our limited parking resources. The parking issues that exist at this time are requests for red curb "no parking" zones, loading zones, blue curb handicap parking zones, green curb 20 minute parking zones, as well as establishing standards for auto repair zones and complaints regarding large vehicle parking limiting driver visibility. Staff would like to create a comprehensive parking program. June's meeting is to frame the issue and create a public process, and then at July's meeting, City staff will present objective data to focus on establishing some policies. We will also provide notice to all the residents with pending requests, so they will have an opportunity to attend the meeting and share their concerns. At that time, the Committee can form a draft recommendation that staff can revise and present at the August 5 meeting for finalization. This could then be presented to the City Council within a month of the August TSPC meeting. Having this in place, staff could then address the outstanding parking issues based on these guidelines.

Eric Wood confirmed that all the residents with outstanding parking requests would be notified for the July meeting. Steve Davis confirmed this. Eric confirmed the goal is to set a criteria so that these issues won't need to be brought to the TSPC, but can be handled by staff based on the criteria set.

Doris Maez asked if there are existing policies. Steve Davis responded there are no official policies. The regulations in the City Code state the parking request comes before the TSPC, they make a recommendation, and then it goes before the Council. Klara Fabry noted that there are no criteria behind the current policy to support decisions made.

Eric Wood asked if other cities have guidelines. Steve Davis stated other cities do have guidelines that our City staff will be reviewing.

Sol Weiner stated this will bring up a lot of issues. A white zone is not mentioned in the parking categories list and will need to be included.

Klara Fabry stated it will be a matter of balancing the goals of each specific area, as well as balancing safety for pedestrians along with parking.

Eric Wood asked if the Committee should address the industrial area first and see if our recommendations work.

Tom Hamilton stated the residential areas will not have a lot of restrictions to establish. It should not be difficult to come up with general guidelines that could be utilized Citywide to avoid doing duplicate work. Eric Wood concurred that residential requests will most likely be for handicap, no parking, or no red zones.

Doris Maez stated having a policy that is out in front is important. There are only three areas in the City that have handicap parking, and that is at City Hall, at the Library and the Episcopal Church; otherwise the City doesn't allow handicap parking spaces to be installed and the existing ones are not enforced.

Commander Campi responded that handicap parking violations are one of the City's patrol priorities and the Police Department writes quite a few tickets for violations at Tanforan and at Lucky's.

Eric Wood asked how staff wants the TSPC to proceed with reviewing the issues. Steve Davis stated staff will frame a process where the TSPC can go through all the items systematically at the next meeting. The Committee should bring ideas to the next meeting on some objective criteria that can be balanced with some objective feedback from the community.

Klara Fabry stated a consultant will be assisting City staff with this issue.

Sol Weiner stated that if the requirements are too broad, they won't be effective. He asked six months ago for a survey to be done on the streets in San Bruno that need to be considered for one-way designation, as there are streets that are too narrow for two cars to pass at once. This is very dangerous. He would still like this to be done. Sol stated Carolyn Livengood is still waiting for a response to her traffic concerns voiced a number of months ago to the TSPC. The City owes the public a quicker response time on requests.

Doris Maez stated this parking policy should speed up the process. One of the goals of this process should be assisting businesses with parking to support their customers.

Klara Fabry stated that establishing these guidelines will help filter requests from the public and streamline the process for the staff, thus making more time for staff to address other issues.

Commander Campi commented that Carolyn Livengood has voiced the same concerns at the Police Department and met with staff there. Her concerns were addressed by the Police Department unbeknownst to the TSPC. This parking protocol will save the time of two departments reviewing the same issues from a resident. Also, whether it is one resident or a group of residents voicing a concern, this parking program will address their concerns without having to bring it before the TSPC.

Eric Wood commented that he did like the ability for a resident or a group of residents to appeal a decision if they so desired. Once this parking process is in place, he'd like to add more items to the monthly meeting agendas so the Committee can address more issues and use their meeting time wisely.

Eric Wood recommended using the parking protocols that work for other cities. Tom Hamilton agreed and said the staff and TSPC could pick the items that would work best for San Bruno.

Steve Davis stated there also needs to be a review the administrative process of this issue, so that staff has a protocol for screening the issues that come forward and can be handled by staff directly.

Sol Weiner recommended as part of establishing these guidelines a process for residents who are not satisfied with the response to their request. It should be noted that the TSPC should then review those requests.

Klara Fabry confirmed this will free up time for the TSPC to review more pressing safety issues. This will also help the public, as they can go to our website and look up the various parking policies themselves and make a decision from that. This may save them time as well.

Commander Campi stated that this will hopefully streamline the process and allow the TSPC to review quality safety concerns.

6. REPORT OF COMMISSIONS, BOARDS AND COMMITTEES

Doris Maez, Bicycle and Pedestrian Committee representative, stated the resident from the Commodore area that previously shared her concerns with the TSPC regarding pedestrian safety on Commodore Drive has been attending Bicycle and Pedestrian meetings regularly. The Bike and Pedestrian Committee was able to qualify for a grant for \$165,000 to make pedestrian safety repairs on Commodore Drive. Also, the Committee has been assigned the job of looking at the redevelopment of the area, especially new curb cuts that might be needed and the repair of existing ones. The Committee is looking for other places to put bike racks in the City. The Committee is also looking for locations to enhance public outreach in the form of sharing information regarding bicycle safety.

7. COMMENTS FROM COMMITTEE MEMBERS

Doris Maez stated the Grand Boulevard Initiative is a project to review El Camino Real from end to end and try to make it more useful for pedestrians and review at development patterns. On June 20, at the Fox Theater in Redwood City, there is an Open House on this issue. If anyone is interested, she has the information.

Doris Maez stated the Joint Powers Board is declaring a fiscal emergency and is considering a fare increase this Thursday, which is tough when we are trying to encourage public transportation use.

8. COMMENTS FROM STAFF –

Klara Fabry stated the El Camino Real Medians Phase 1 Project was awarded and the work will begin in a month. This will greatly enhance El Camino Real. Another bid package should go out in 2-3 weeks for the Economic Stimulus Package, which is for road resurfacing on a number of roads that are in poor shape. It will be for about \$800,000.

Commander Campi stated an OTS Grant is currently in use for DUI enforcement and awareness. Preliminarily, it looks like the 2009-2010 grant is going to be approved and that will also benefit enforcement issues. This money allows the Police Department to operate DUI checkpoints.

Klara Fabry stated there will be a General Fund Budget Meeting this Monday and it is a public meeting, if anyone would like to come. It will also be televised.

9. ADJOURNMENT –

Motion: To adjourn the Traffic Safety and Parking Committee (TSPC) meeting until it's next regular scheduled meeting on July 1, 2009 at 7 p.m.

(M/Maez, S/Hamilton): 4-0-0 - Approved. Meeting Adjourned, 8:00 pm.